



OXTED PARISH COUNCIL

Minutes of the meeting of Oxted Parish Council held via the on-line TEAMS remote set-up on
Tuesday 22nd June 2021 at 7:00pm

Cllr Peter Giles – Chairman
Cllr Katherine Saunders
Cllr Liz Parker
Cllr Barbara Harling
Cllr Paul Whitehurst
Cllr Peter Damesick
Cllr Reg Hull
Cllr Deb Shiner
Cllr Anne Rivers
Cllr Matt Sapsford
Cllr Alan Feesey
Cllr Denize Wallace

County Cllr Cameron McIntosh
District Cllr Catherine Sayer

Mrs Maureen Gibbins
Clerk & RFO to Oxted Parish Council

MINUTES

1. **Apologies for absence:** to receive and accept apologies for absence.
There were no apologies for absence.
2. **Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the new Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.* There was none declared.
3. **Public session:**
District Cllr Catherine Sayer reported as follows:
 - It's been all change at Tandridge Council – the administration changed following the May elections and there is now a new minority administration of the Independents and OLRG Alliance group.
 - The new Chief Executive David Ford officially started work on Monday 21st June. David joins from Canterbury City Council, where he worked for 22 years. After the summer, once he has been in the role for a few months, he's planning to host some virtual meetings where residents and businesses can meet him and ask questions.
 - It's become clear that there is a large budget discrepancy at TDC. It's not yet known exactly how much the deficit is, accountancy specialists Grant Thornton have been called in to investigate. It seems the problem has been going on for

several years. As you may imagine, it's come as a big shock to us and we are keen to get to the bottom of it.

- The chief finance officer has mentioned a figure of £920,000 but she's not sure that's a final figure but is optimistic the hole will be no larger than that. She's also optimistic there is no danger of bankruptcy, however we are worried about the effect on services given the Council already has to make savings of £2.7m this year on a budget of around £11m.
- We have to think about doing things differently – shared arrangements with other Councils or agreements with other organisations, possibly private companies, about how we run services and we are looking at all that now with the new CE.
- Crime and anti-social behaviour: The police Borough Commander had to issue a dispersal order for 7 evenings recently as a short-term measure to combat the problem. The police say that a number of people were “dispersed, removed from the area, arrested, stopped and searched.” There was another dispersal order issued last November.
- On 11th June I met with the police to identify sites for CCTV around Oxted and working with the Oxted BID and Master Park hope to make progress in securing funding for this. The Crime Reduction Adviser has put together a report for us on incidents of crime which I received today – and we hope to take things forward soon.

Gasholder redevelopment update:

- Three weeks ago, the first residents moved in into Atkinson House (Block A) and will continue to move in throughout June.
- There will be a decrease in construction traffic arriving through the gates at Nursery Way now Eden Place (resident traffic will however increase). The majority of construction traffic will now enter via the Johnsdale entrance which will be managed by St William.
- The crane will be dismantled and removed by the end of July.
- Once the crane is down, there will be highway works scheduled either side of the Eden Place entrance. This will involve traffic management/temporary traffic lights for a 2-week period.
- Suspension bays on the high street are currently permitted until end of July. It is unlikely they will be extended after this date.
- Saturday work will continue, no noise work after 1pm although staff may be on site until 4pm.
- Beecham House (Block B) should be completed by August, and it is anticipated that residents for this block will move in from September 2021.
- Hardwick House (Block C) should be finished by November, and it is anticipated that completions will commence from January 22.
- St William construction team are planning to vacate Courtyard Gardens by the end of the year (so long as they do not experience setbacks). St William will maintain an onsite presence until customer occupations are completed.

Local Plan:

- In January, consultants were commissioned to carry out further work on transport modelling for junction 6. This should have been completed by the end of May but due to delays it's now expected to be completed by the end of this month.

Caterham Levelling up fund bid:

- On Friday 18th June, Tandridge District Council submitted a £5m bid for Caterham town centre to the Government's Levelling Up Fund. The idea is to regenerate Caterham town centre and make it into a vibrant commercial and community hub, attracting new businesses and leisure outlets and so more visitors. Also, to alleviate flood problems – you may remember the serious flooding in 2016. This is an exciting project.

Questions to Cllr Sayer:

Cllr Hull enquired regarding CCTV in view of the crime and antisocial behaviour. 12-14 cameras are circa £50k however is being researched.

Cllr Parker requested that consideration be given to CCTV in Oxted South too in the area of Pollards Oak shops although appreciates that funding would be an issue.

Cllr Wallace confirmed that she attended a BID meeting prior to Covid, and CCTV was discussed at length.

County Cllr Cameron McIntosh reported as follows:

- There is CCTV around Oxted High Street with the cameras addressing most entrances into Oxted High Street. The hub is in Leatherhead and is monitored in and around Surrey.
- SCC has launched its climate change strategy plan which includes investment in public transport, e scooters, education, emissions from real estate, electric charging points and this is a bold plan for Surrey,
- Gateway sign for Old Oxted with a heritage appearance. The sign will deter speeding drivers going into Old Oxted and will highlight Old Oxted as more of a village. There is potential for the Parish Council to fund this. Costings are being obtained and will be advised to the clerk in due course.
- Roundabout by Master Park – Highways are optimistic and are looking forward to progress with the project.
- Resurfacing most of the pavements in Oxted High Street next year. Discussions have started with Highways.

Questions to County Cllr McIntosh

Cllr Parker raised the issue of the speeding on Rockfield Road. Cllr McIntosh confirmed that the best way to help lower speed would be a Resident Community Speed Watch which he would be happy to work with Cllr Parker and residents to instigate.

Cllr Hull enquired as to when the VAS would be installed in Wolfs Wood. It was confirmed it would be installed by the end of June.

Cllr Wallace confirmed she is in favour of the gated sign into Old Oxted and requested a sight of the design and costings.

Cllr Damesick stated there is speeding on A25 and requested evidence that there is speeding into Old Oxted. Cllr McIntosh reported that residents have concern that vehicles are coming off A25 into Old Oxted too fast.

Cllr Rivers expressed concern regarding the crossroads from Church Lane onto A25 and the speed of vehicles.

4. **Minutes:** Full Council approved the Full Council Statutory Meeting Minutes held on 25th May 2021.

5. **Planning Committee:**

- i) Planning Committee approved the minutes of the Planning Committee meeting held on 29/04/21, 11/05/21 and 01/06/21.
- ii) Full Council received the minutes of the Planning Committee meeting held on 29/04/21, 11/05/21 and 01/06/21.

6. **Burial Committee:**

- i) Burial Committee approved the minutes of the Burial Committee meeting held on 18/05/21.
- ii) Full Council received the minutes of the Burial Committee meeting held on 18/05/21.

7. **CIL update**

The notes following the meeting held on 8th June 2021 are lodged in Sharepoint accessible by all councillors.

The Clerk obtained three quotes for the works at Wolfs Wood and the most competitive quote was from Harlequin circa £17k for the work and £1250 for traffic management. It was recommended that the works be funded from Reserves rather than CIL. The project will be managed by Cllrs Giles, Hull and Shiner. Cllr Giles proposed the project; seconded by Cllr Wallace. 11 councillors were in favour; Cllr Rivers abstained.

The Clerk will provide the reserves figure.

Action: Clerk

A Proposal was received from The Barn Theatre and following discussion by the CIL Working Group it was recommended that a contribution of £25k from CIL funds be made. Proposed by Cllr Damesick, seconded by Cllr Rivers – all councillors present were in favour.

Action: Clerk to advise The Barn Theatre

Cllr Giles has been approached regarding the parcel of land next to burial ground and whether the parish council would wish to purchase it. Cllr Giles will follow up.

Action: Cllr Giles

VAS on A25 West Hill – evidence is requested pertaining to speeding. This will be followed up with the County Cllr off-line.

8. **Finance:**

- i) Banking protocol – this is still in progress.
- ii) PL insurance – this is still in progress.

The Councillors noted invoices which have been paid:

Grant Aid - St Mary's Oxted	£ 500.00
Grant Aid – Oxted & District Citizens Advice	£ 400.00
Grant Aid – Hurst Green Community Association	£ 337.50
Grant Aid – Oxted Patients Access Group	£ 337.50
Grant Aid – Oxted Hygiene Bank	£ 500.00
Grant Aid – Godstone Bowling Club	£ 337.50
Grant Aid – The Woodhouse Centre	£1,170.00
Grant Aid – Make a Scene (Oxted Young Persons Theatre)	£ 580.00
Grant Aid – Kings Church	£ 337.50
Grant Aid – Creative Community	£1,500.00
Clerk Salary & Office	£1,293.47
Country Garden Services	£2,271.22
Computer Solutions – printer ink	£ 45.59
Surrey County Council – Vehicle Activated Sign	£5,533.11
Clerk Expenses	£ 37.85
Route 22 – Microsoft 365 annual fee	£2,000.38

9. **Surrey Fund**
TVA webinar on Oxted was held on 25th May. The Clerk will request a copy of the recording.
Action: Clerk
10. **Speeding on Rockfield Road**
Resident Community Speed watch was suggested by County Cllr McIntosh and this will be followed up.
Cllr Feesey reported that more volunteers are required for the Community Speed Watch on Pollards Road. Oxted South Councillors were asked for suggestions.
Action: Oxted South Councillors
11. **Litter pick**
The original date of 4th July is not convenient, and this will now be held on Sunday 25th July commencing at 2pm. Meeting point is the corner of Holland Lane and Holland Road. The Clerk will publicise on the parish Facebook page.
Action: Clerk
12. **Master Park Roundabout**
Meeting was held on 8th June and the project is now moving forwards. The cost to the Parish Council is circa £12k. Oxted Electrical are donating £750 and the BID is funding the heritage lamp circa £4k. The Oxted sign will be added a later date to the lamp. The Working Group need to complete a CIL application to request the funds from the Parish Council.
Action: Cllr Wallace
13. **100th Anniversary of Oxted War Memorial**
British legion has some planned for 100th year of Royal British Legion (RBL).
War memorial 2022 – Cllrs Damesick and Sapsford will liaise with RBL. At the request of Cllr Parker the Clerk will look into the history of the Hurst Green War Memorial.
Action: Clerk
14. **Chairman's announcements: -**
The Chairman raised the issue of a rota of district councillors attending the parish council meeting to provide an update. It was agreed the Clerk will draft a rota for attendance.
Action: Clerk
The Chairman reported an issue has arisen with the burial ground and this will be discussed following the main meeting.
15. **Standing Orders & Financial Regulations**
The Standing Orders and Financial Regulations are reviewed annually. All councillors are requested to read the documents prior to the July Council meeting and to highlight any potential updates. It was agreed the Complaints procedure requires reviewing. The Clerk will provide a list of policies and procedures.
Action: Clerk
16. **East Surrey Transport Committee Update**
Minutes and reports circulated when received so all councillors are aware of the updates and are lodged in sharepoint.
17. **South East Community Rail Partnership**
Minutes and reports circulated when received so all councillors are aware of the updates and are lodged in sharepoint.

18. **Actions Log for reference and update**

The issue of the replacement bins in Oxted were highlighted. The Clerk is following this up with TDC.

Action: Clerk

19. **Items for consideration at future meetings**

Neighbourhood Plan

Roundabout update

Speedwatch

Bus shelter at Broadham Green

Policies & Procedures

Complaints procedures

Liaison with Limpsfield Parish Council

The meeting closed at 2035

Date of the next meeting Tuesday 20th July 2021 at 7.00pm at Hurst Green School.

Copies of Parish Council minutes are held by the Clerk and are available on the Parish Council web-site: www.oxted-pc.org.uk Mrs Maureen Gibbins, Parish Clerk, Phone 07510 226989